

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

February 19, 2015

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms. Hall, Assistant Treasurer; Ms. Fields, Executive Director.

The meeting was called to order at 8:50 a.m. by the Chairman.

MINUTES

A motion was made by Mr. Eddy and seconded by Ms. Hall to accept the minutes of the January 15, 2015 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Mansfield Town Clerk

Ms. Fields received a letter from the Town Clerk stating that Mr. Simonsen was reappointed to the Board of Commissioners with a term ending October 31, 2019.

Section 8 Funds

Ms. Fields reported that HUD expects Housing Authorities to receive 100% of the funding allocation for HAP and 73-74% of published administrative fee rates.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the January bills. Motion approved unanimously.

Financial Reports –A (General)

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the Year-End Financials. Motion approved unanimously.

Mr. Simonsen requested that Ms. Fields pursue getting a new Capital Needs Report completed to update the current one done on January 28, 2010.

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the January Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy reported that the Committee will recommend that the Town Council approve the grant requested by the Mansfield Nonprofit Housing Development Corporation to pay for the cost of materials to build a gazebo at Wrights Village.

Mr. Eddy also reported on the Committee's discussion of the maintenance and repair of the Senior Center since it affects the senior population.

General Reports

Mr. Eddy had nothing to report.

COMMITTEE REPORTS

Development Committee

None

Quality of Life Committee

None

UNFINISHED BUSINESS

Holinko Estate Solar Panel Installation Update

The Connecticut Public Utilities Regulatory Authority ("PURA") has to grant Class I approval. Once that has been done New England Power Pool Generation Information System ("NEPOOL-GIS") will approve our registration. It is currently pending, waiting for PURA to grant the approval.

Short Term Disability Insurance

Ms. Fields discussed the issue with Town. There will not be making any changes to the policy. Ms. Piette spoke to her attorney regarding the issue and they suggested that she appeal their decision for the month of December. Because her working hours have increased to 20 plus, she is performing a majority of her work and can use her own accrued time.

Tenant Commissioner Replacement

Ms. Fields emailed Attorney Barbara McGrath regarding compliance with the new statute for replacing the tenant commissioner. She has worked with several authorities on this matter will send us an Engagement Letter. Ms. Fields also emailed the Town Clerk to update her on this new process. Ms. Fields will move forward with the replacement process.

Policies

Ms. Fields requested that a new policy committee be formed. In addition to completing the review of the current policies, Ms. Fields would like to discuss a smoking policy and a pet policy. Ms. Ward will join the policy committee as a citizen member. A meeting was sent for April 22, 2015 at 8:30 a.m.

NEW BUSINESS

None

MEETING DATE REVIEW

The next meeting is scheduled for March 19, 2015.

OTHER BUSINESS

None

ADJOURNMENT

The Chairman declared the meeting adjourned at 10:40 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairman